



STATE OF INDIANA

ALCOHOL AND TOBACCO COMMISSION

302 West Washington Street  
IGCS Room E114  
Indianapolis, IN 46204

Telephone 317 / 232-2430  
Fax 317 / 233-6114  
[www.IN.gov/atc](http://www.IN.gov/atc)

RE: Supplemental Catering Permit Fee

Dear Permittee:

Public Law 250 changes the supplemental catering permit fee to \$150 per year. This change became effective July 1, 2003.

If you wish to hold a supplemental catering permit, you must submit a written request to the Alcohol and Tobacco Commission (ATC) accompanied by the \$150 fee. For your convenience, you may simply complete the lower portion of this letter and submit it with your payment to the ATC. Upon receipt, the \$150 fee will be prorated based on the current expiration date of your three-way permit. Please remember that the ATC will only accept a business check, money order or certified check through the mail. Personal checks will not be accepted and please **Do Not Send Cash!**

If you have any questions, please call 317-232-2430 or call your processor directly. Thank you.

Sincerely,

Dave Heath  
Chairman

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**REQUEST FOR A SUPPLEMENTAL CATERING PERMIT**

Name: \_\_\_\_\_ Permit #: \_\_\_\_\_

Address: \_\_\_\_\_

DBA: \_\_\_\_\_

Please submit this information with a fee of \$150 to:

Alcohol and Tobacco Commission  
302 W. Washington Street  
IGCS Room E114  
Indianapolis IN 46204